



CITY COUNCIL:

Amanda Green/Seat 1
Elizabeth Brannon/Seat 2
Eddie Farris/Seat 3
Mark Martin/Seat 4
Elizabeth Haffner/At Large

MAYOR:

Russ Barley
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**City of Freeport
REGULAR CITY COUNCIL MEETING
City Hall Council Chambers
October 13, 2020 9:00am**

1. Meeting Called to Order

- The City Council Meeting was called to order at 9:00 am in City Hall Council Chambers by Mayor Barley.

Council members present: Amanda Green, Mayor Russ Barley, Eddie Farris, and Mark Martin.

Staff present: Finance Officer Sara Bowers, City Attorney Clay Adkinson, City Clerk Malani Robinson, City Manager Charlie Simmons, City Director Latilda Hughes-Neel, Billing Manager Debbie Roberts, Parks Director Travis Digges, Water Supervisor Larry Tuggle, Sewer Manager Robert Fawcett, and Engineer Alex Rouchaleau.

2. Invocation and Pledge of Allegiance

-The invocation was given by Councilman Farris followed by the pledge of allegiance.

3. Recognition of Guests

-None.

4. Consent Agenda

- a. Bills **(Tab 1)**
- b. Minutes September 21, 2020 Second Public Hearing **(Tab 2)**
- c. Minutes September 21, 2020 Council Education Reimbursement Workshop **(Tab 3)**
- d. Minutes September 24, 2020 City Council Meeting **(Tab 4)**

5. Public Comment on Consent Agenda

-None.

6. Approval of Consent Agenda



COUNCIL ACTION: Motioned by: Councilman Farris. Seconded by: Councilwoman Green. All ayes: motion carried.

7. Consideration of Additions/Deletions to the Agenda

-None.

8. Approval of Agenda with Additions/Deletions

9. Staff Reports

a. Water

b. Sewer

i. Equipment Quote (Tab 5)

-Sewer Manager Fawcett presented the Council a quote of a new tractor for the Sewer Department. Although he requested quotes from three vendors, this Sun South was the only vendor to respond. Sewer Manager Fawcett requested a motion to approve the purchase.

COUNCIL ACTION: Motioned by: Councilman Farris. Seconded by: Councilman Martin. All ayes: motion carried.

Sewer Manager Fawcett also noted to the Council that the treatment plant was recovering quickly post Hurricane Sally, and he expected the plant to be back to normal and to schedule an inspection with DDP within a month.

c. Parks/Projects

i. Splashpad Seasonal Closing Date

-Parks Director Digges advised the Council to select a date for closing of the Splash Pad. Noting the trend of good weather Parks Director Digges recommended November 2, 2020 as the date to close the Splash Pad for the season. Parks Director Digges asked for a motion to accept the date for closing. City Attorney Clay noted to the Council that they should not act without forum, suggesting that Parks Director Digges speak with the other Councilmembers to ensure that there is no objection. City Attorney Adkinson noted that the City Manager had the authority to declare the closing of the Splash Pad, therefor



there was no need to take a vote. City Manager Simmons approved of the November 2 date.

ii. **Parks Update**

-Parks Director Digges informed the Council that he met with Jeff Goldberg of the Walton County Management team, who informed him that FEMA would be setting up tents October 18-22 to answer questions and register qualifying residents up for relief assistance. Parks Director Digges asked the Council for recommendations on informing the public of this event, Councilwoman Green asked the Mayor if it were possible to put it on the City's sign, City Manager Simmons informed the Council that City Clerk Robinson would handle the advertisement of the event.

d. **City Manager**

i. **Speed Table for North St. & Blueberry Rd. (Tab 6)**

-City Manager Simmons began by acknowledging the hard work of the Parks Department, commending them for the job well done with the Beautification Project throughout Highway 20, Highway 331, and City Hall. City Manager Simmons noted that along North Street and Shipyard Road that there was a need for stop sign. The area however did not meet the criteria to warrant one automatically from the County, but the city could petition for one. City Manager Simmons offered alternative solutions such as flashing signs or a speed table, noting that the money for the expense was already in the City's budget. Councilwoman Green informed the Council that she was in favor of the stop sign, flashing lights, and a public service announcement to notify the public. Councilman Farris also noted that he was in favor of the stop sign. Councilman Martin wanted to know if the City had reached out to the Sheriff's Department for use of their flashing sign, City Manager Simmons noted that the City had used it however it was a temporary fix. Councilwoman Green made a motion to put a four way stop sign at Shipyard Road and North Street.



COUNCIL ACTION: Motioned by: Councilwoman Green. Seconded by: Councilman Farris. All ayes: motion carried.

City Manager Simmons requested for a motion to be made on purchasing flashing light signage for Blueberry Road.

COUNCIL ACTION: Motioned by: Councilman Farris. Seconded by: Councilman Martin. All ayes: motion carried.

ii. **Public Restroom Use**

-City Manager Simmons inquired whether the City should reopen the restrooms for public use amidst numerous complaints. City Manager Simmons also noted that the City did not have adequate staffing to support cleaning of the restrooms to comply with COVID-19 standards.

Councilman Martin suggested putting up signs on the restrooms cautioning users to use at own risk, noting that the restrooms are cleaned once daily. City Attorney Adkinson informed the Council that a notice would be an adequate measure to take being that waivers were not favored by Florida courts at this time. Councilman Martin made a motion to reopen the restrooms with a public notice.

COUNCIL ACTION: Motioned by Councilman Martin. Seconded by: Councilman Farris. All ayes: motion carried.

e. **City Clerk**

i. **TextMyGov (Tab 7)**

-City Clerk Robinson informed the Council that she had been contacted by a company called TextMyGov, a communications provider, to assist with engagement with citizens. The service would be a city-wide text program that would be open to all service providers, allowing citizens to text the City for information or for reporting. City Clerk Robinson would be responsible for managing the program



and informed the Council of its capabilities in addressing communication issues within the City. Councilwoman Green noted that she thought it would be a good idea in relaying information to citizens quicker and to get information to department heads promptly. Councilwoman Green made a motion to purchase the program.

COUNCIL ACTION: Motioned by: Councilwoman Green. Seconded by: Councilman Farris. All ayes: motion carried.

f. Finance

g. Billing

h. Planning

i. Code Violation to be turned over to City Attorney - Cross Creek Estates /irrigation wells

-Planning Director Hughes-Neel informed the Council that she received a code violation which has been ongoing for six months, noting that the tenant had been give numerous chances to address the issue with zero compliance.

Planning Director Hughes-Neel requested that the Council allow her to give the tenant a ten-day notice to address the issue before turning it over to City Attorney Adkinson for legal action. Councilman Martin asked for clarification on the location of the incident site, to which Planning Director Hughes-Neel clarified. City Attorney Adkinson remarked that given the lengthy nature of the noncompliance he would recommend granting a ten-day notice to provide satisfactory adjustments before moving forward.

COUNCIL ACTION: Motioned by: Councilman Martin. Seconded by: Councilman Farris. All ayes: motion carried.

ii. Staff Request to resume Picking at the Planning Dept – local musician jam session



-Planning Director Hughes Neel requested resuming the local musician jam sessions, with compliance of COVID-19 precautions.

COUNCIL ACTION: Motioned by: Councilman Farris.
Seconded by: Councilwoman Green. All ayes: motion carried.

iii. **Parkview Final Plat (Tab 8)**

-Planning Director Hughes-Neel presented the Council the Parkview Final Plat plans, requesting for approval.

COUNCIL ACTION: Motioned by: Councilman Farris.
Seconded by: Councilman Martin. All ayes: motion carried.

i. **Legal**

j. **Engineering**

i. **Barrier Free Park Site Plan (Tab 9)**

-City Engineer Rouchaleau presented the updated Barrier Free Park site plans with the recommended revisions from the Council at the previous meeting. City Engineer Rouchaleau noted that the changes afforded improved traffic circulation and space for bigger trucks, along with a barrier between traffic and the walkway. Councilwoman Green noted that she was impressed with the preservation of the trees and the progress being made on the project. A motion to move forward with the site plans was requested. City Engineer Rouchaleau requested for a motion to move forward with the site plans, noting that he would notify the Council before putting out bids.

COUNCIL ACTION: Motioned by: Councilwoman Green. Seconded by: Councilman Farris. All ayes: motion carried.

ii. **SRF Phase I Wastewater Improvements- proposed change order**



- City Engineer Rouchaleau presented a request for a change order for two items needed for the Wastewater Improvements, noting the justification for price and use. City Engineer Rouchaleau noted that he would run the proposed change order by SRF for approval before purchase to ensure its coverage by the grant.

COUNCIL ACTION: Motioned by: Councilman Farris. Seconded by: Councilman Farris. All ayes: motion carried.

10. Old Business

11. New Business

- a. Mayor Russ Barley
- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Green
- e. Councilwoman Haffner
- f. Councilman Martin

12. Public Comment

13. Adjournment

-The meeting was adjourned at 9:30 AM.




Mayor

ATTEST


City Clerk

[Faint handwritten text, possibly a date or initials]